

**Town of Chelsea  
Board of Selectmen Minutes  
Wednesday July 26, 2017  
6:30PM  
Chelsea Town Office**

The Pledge of Allegiance was recited.

Selectmen present included Michael Pushard and Richard Danforth. Benjamin Smith arrived at 6:41.

Others present included Scott Tilton, Carol Belanger, Molly Alexander, and Judy Williams

**I. Call regular meeting to order:**

The meeting was called to order at 6:33PM by Chairman Danforth.

**II. Public Comment on items not part of the agenda:**

**Carol Belanger** expressed concern over the budget approved by the Town Meeting. Her concern was that the Selectmen during their deliberations in the spring never voted on amounts to recommend to voters. Carol also asked that something be done to improve voter privacy when placing ballots into the voting machine. Carol also commented on the condition in which Butternut Park was left after the Old Hallowell Days fireworks display.

**III. Adjustments to the agenda:**

Move VI. Legal B. to before Consent Agenda

**VI. Legal**

**B. Board of Selectmen Annual Appointments to fill vacancies**

**1. Planning Board**

**a. Marc Fecteau – Term to June 30, 2018**

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to appoint Marc Fecteau to the Planning Board for a one year term expiring June 30, 2018. The vote was 2-0 (Unanimous).

**IV. Consent Agenda:**

- A. Approval of Accounts Payable Warrant # 60 in the amount of \$ 6,042.74
- B. Approval of Payroll Warrant #03 in the amount of \$ 41,934.50
- C. Approval of Accounts Payable Warrant # 04 in the amount of \$ 12,498.89
- D. Approval of June 28, 2017 Board of Selectmen Meeting Minutes.
- E. Approval of July 12, 2017 Board of Selectmen Meeting Minutes.

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to approve Consent Agenda Items A, B and C as presented. The vote was 2-0 (Unanimous).

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to approve Consent Agenda Item D as presented. The vote was 2 – 0 – 1 (Smith).

A motion was made by Mr. Pushard that was seconded by Mr. Smith to approve Consent Agenda Item E as Presented. The vote was 2 – 0 – 1 (Danforth).

**V. Scheduled Items:**

**A. New Business:**

**1. Election of Board of Selectmen Vice Chair**

A motion was made by Mr. Pushard that was seconded by Mr. Danforth to elect Mr. Smith as Board Vice Chairman for the 2017-18 term. The vote was 2 – 0 – 1 (Smith).

**2. Election of MMA Vice President and Executive Committee Members**

A motion was made by Mr. Danforth that was seconded by Mr. Pushard to authorize the Town Manager to cast the election ballot on behalf of the Board of Selectmen. The vote was unanimous.

**3. Update Selectmen on drainage at:**

- a. Cony Road
- b. Hallowell Road
- c. Nelson Road
- d. Sylvester Ave.

The Town Manager reviewed with the Board of Select the plans to repair the drainage on Cony Road, Hallowell Road and Nelson Road. The Selectmen were also given an update on the drainage on Sylvester Ave. No action was taken.

#### **4. Review and approval of 2016-17 Budget Carry Forwards and Overdrafts**

A motion was made by Mr. Smith that was seconded by Mr. Pushard to carry forward the following 2016-17 budget account balances to 2017-18 budget accounts:

Town Office Repairs and Maintenance -	\$2,700
Assessing Maps -	\$ 500
Fire Dept. Togus Station Maintenance -	\$2,100
Cemetery and Parks Maintenance Other -	\$ 800

The vote was unanimous.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to carry forward the audited remaining balance in the 2016-17 Summer Roads Account to the 2017-18 Summer Roads Construction Budget Account. The vote was unanimous.

A motion was made Mr. Danforth that was seconded by Mr. Smith to use the Undesignated Fund Balance to cover the \$32.44 Insurance Budget Account Overdraft. The vote was unanimous.

#### **V. Scheduled Items:**

##### **B. Old Business:**

##### **1. Tax Assessing and billing Related Action**

- a. Set Commitment date
- b. Determine format and content of tax bill insert
- c. Other Assessment Matters

A meeting to discuss taxes and the commitment of 2017-18 taxes is going to be scheduled. The tentative date is August 3 at the Town Office. No action was taken.

##### **2. Restoration of the 1865 Plan of Chelsea**

The Manager informed the Selectmen that a GoFund ME account has been activated to raise money to restore the 1865 Plan of Chelsea. No action was taken.

##### **3. Solar Electricity Net Metering**

The Manager has further researched the plans to install solar panels atop the Togus Road Fire Station roof. Based on the research he is going to prepare all the documents to enter into an agreement with The Power Company. The documents and agreement will be brought back to the Selectmen to approve and sign. No action was taken.

## **VI. Legal:**

### **A. Ecomaine Recycling Agreement**

There were still unresolved questions with the agreement. No action will be taken until the Town Manager can get resolution.

### **C. Board of Selectmen Appointments to Statutory, Charter and Ordinance Positions**

- 1. Cemetery Committee**
  - a. Judy G. Mastrianno – Term to June 30, 2018

A motion was made by Mr. Smith that was seconded by Mr. Pushard to appoint Judy G. Mastrianno to the Cemetery Committee for the term to expire June 30, 2018. The vote was unanimous.

### **D. Review and adoption of Annual Collection, Investment and Spending Policies**

A motion was made by Mr. Danforth that was seconded by Mr. Smith to adopt for the fiscal year the following policies:

- Credit Card Acceptance Policy
- Tax Receipting Policy
- Investment Policy
- Treasurers Disbursement Warrant for Employee Wages and Benefits Policy
- Treasurers Disbursement Warrant for State Fees Policy

The vote was unanimous.

## **VII. Written Communication:**

- A.** The Selectmen reviewed the letter from MDOT dated July 13, 2017
- B.** The Selectmen reviewed the Memorandum from Maine Housing dated July 11, 2017.
- C.** The Selectmen reviewed the letter from Charter Communication dated July 11, 2017
- D.** The Selectmen reviewed the letter from Charter Communication dated July 20, 2017
- E.** The Selectmen reviewed the Public Notice of a meeting in the Town of Randolph on July 27, 2017
- F.** The Selectmen reviewed the Planning Board August 14 Meeting Agenda

**VIII. Verbal Communication:**

- A. Town Manager – None**
- B. Chelsea’s RSU #12 Representative – None**
- C. Boards and Committee – None**
- D. Board of Selectmen/Assessors – None**

**IX. Executive Session:**

**A. Review of a tax abatement request pursuant to 1 MRSA § 405(6) (F)**

A motion was made by Mr. Pushard that was seconded by Mr. Smith to go into Executive Session pursuant to 1 MRSA § 405(6) (F). The vote was unanimous. In at 8:40PM

A motion was made by Mr. Smith that was seconded by Mr. Pushard to come out of Executive Session. The vote was unanimous. Out at 8:59PM.

A motion was made by Mr. Smith that was seconded by Mr. Pushard to table action on the abatement request until August 9, 2017. The vote was unanimous.

**X. Adjournment:**

A motion was made Mr. Smith that was seconded by Mr. Pushard to adjourn the meeting. Mr. Danforth declared the meeting adjourned at 8:59PM. The vote was unanimous.

Approved by the Board of Selectmen on August 9, 2017.

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Richard Danforth

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Michael Pushard

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Benjamin Smith